



BRIAN SANDOVAL
Governor

STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
AGING AND DISABILITY SERVICES DIVISION

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MICHAEL WILLDEN
Director

JANE GRUNER
Administrator

MINUTES

Name of Organization: Task Force on Alzheimer's Disease (TFAD)

Date and Time of Meeting: November 13, 2013
1:30 p.m.

Carson City: Legislative Counsel Bureau
401 S Carson Street
Room 2134
Carson City, NV 89701

Las Vegas: Grant Sawyer Building
555 E. Washington Avenue
Room 4412
Las Vegas, NV 89101

Winnemucca: Nevada System of Higher Education
Humboldt General Hospital
118 E Haskell St
Room: Sierra Room
Winnemucca, NV 89801

To Join the Telephone Conference Call-in Number: 888-363-4735
Access Number: 1672671

Agenda

I. Call to Order/Roll Call

Tina Gerber-Winn, Deputy Administrator, ADSD

Members Present: Tina Gerber-Winn, Senator Senator Hardy, Dr. Charles Bernick, Gini Cunningham, Dr. Jane Fisher, Dr. Peter Reed, Valerie Wiener, Ms. Simons, Albert Chavez

Members Absent: Assemblyman Joseph Hogan

Public Present: Jacob Harmon

Staff Present: Tammy Ritter, Jeff Duncan, Dale Ann Luzzi

Ms. Gerber-Winn called the meeting to order at 1.35 pm

- II. Public Comment (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

- III. Welcoming Remarks and Introduction of New Members

Tina Gerber-Winn, Deputy Administrator, ADSD

Ms. Gerber-Winn welcomed and Thanked everyone for attending the first Task Force meeting on Alzheimer which was created by AB80 of the 2013 Legislative session. She went on to thank Dale Ann Luzzi for setting up the meeting and getting all the meeting materials out to the members. She told the members that this meeting has been scheduled to set forth the operating rules for the next two years, elect a chair and vice chair and began our planning work for the next few years. Ms. Gerber-Winn said that it is very exciting to continue the work. She had the committee members introduce themselves. Senator Hardy said he is a family doctor, currently working with Touro University, currently a state senator and former state assemblyman. He said he is related to people who have or will have dementia and may be one of those first generations that get to experience it himself. Dr. Charles Bernick is a neurologist with the Cleveland Clinic in Las Vegas and has been involved with the care and research of Alzheimer's disease for the last twenty years in Nevada. Ms. Cunningham told the members that she is the local coordinator for Alzheimer's support group in Winnemucca representing rural Nevada. She said that both her mother and her sister passed away from Alzheimer's and she has a strong and personal interest. Dr. Jane Fisher told the members that she is a professor of clinical psychologist at the University of Nevada, Reno (UNR). She is involved with the research of the care of older adults with cognitive disorders and the support of their families. She is also involved with the Nevada Caregivers Support Center. Dr. Peter Reed is the Director of the Sanford Center for Aging. He is also a professor in the School of Community Health Sciences at UNR. He has almost twenty years of experience in care and services particularly in the area of Alzheimer's disease. He said that he has only been in Nevada for two months but has experience with the state plan process from his work in California. Former Senator Valerie Wiener served in the legislature for sixteen years. Senator Wiener (Ret.) was the chair of the original Task Force established the foundation for this statutory Task Force. Ms. Simons told the members that she too served on the beginning phase of the Task Force. She is representing the providers of services of people with cognitive disorders. She currently is serving as a consultant for Nevada Health Care Association. Albert Chavez is the regional director for the Alzheimer's Association of Southern Nevada. He was on original Task Force also. Ms. Gerber-Winn then introduced herself. She is the deputy administrator for Aging and Disability Services Division and has worked with seniors for the last twenty-four years in their homes as well as develops policy and programs that provide services to help people to stay in their communities. She will bring knowledge to the Task Force on funding sources and various policies and rules that the State

has to help us with planning. Ms. Gerber-Winn told the Task Force members that she had the honor of taking care of her grandmother who had Alzheimer's. Ms. Gerber-Winn asked the members to review the contact information that they received. If they have any corrections or changes, please email Dale Ann Luzzi. Task Force members were asked not to "reply to all" when responding to emails due to the opening meeting law regulations. She then asked her alternate staff to introduce themselves. Jeff Duncan, chief of Supportive Services in Las Vegas, and Tammy Ritter, chief of the Community Based Care in Carson City.

IV. Review of Bylaws and Vote on Adoption (For Possible Action)

Tina Gerber-Winn, Deputy Administrator, ADSD

Ms. Gerber-Winn asked for a vote to adopt the bylaws. She told the members that they were written using the format of previous committee's bylaws and AB80, which created this Task Force. The mission and vision statements still need to be drafted by the Task Force. Senator Hardy said after reviewing the bylaws that they can be changed during a regular meeting by a simple vote of the majority so he made a motion to adopt the bylaws as written. Ms. Simons seconded the motion. Senator Wiener asked for a question under discussion regarding voting. If the Task Force has ten members, a quorum would be six, if we had six members present it would be a majority of the members present. So if four members were present that would be a quorum. Ms. Gerber-Winn said yes, that was correct. Dr. Reed said that it looked like some elements of the bylaws were from a template and some were from the bill. Ms. Gerber-Winn said yes. Some can be changed over time and some that could not be changed. To clarify, Dr. Reed said anything that had NRS by it cannot be changed and Ms. Gerber-Winn said yes. Senator Hardy then asked if the language in the last paragraph of the bylaws could be reworded to say that the majority of the quorum can change and business can be conducted. He would like this language clearer as to the intent that we have which is a majority for voting is a majority of the voting members who are present at the meeting. Ms. Gerber-Winn said those changes would be made to the bylaws. Ms. Gerber-Winn reminded all the members that they are required to appoint a first alternate and a second alternate to attend the TFAD meetings in their absences. That way the Task Force should always have ten voting members at any meeting. Senator Hardy wanted to clarify that the alternate or designee would be representing the same area as the voting member. Ms. Gerber-Winn said yes and that under the bylaws number four, C term of appointment it says:

Not later than 30 days after appointment, each member of the Task Force appointed pursuant to subsection 2 shall nominate two persons to serve as his or her alternate members and submit the names of the persons nominated to the Director for appointment. An alternate member shall serve as a voting member of the Task Force when the appointed member who nominated the alternate is disqualified or unable to serve.

Ms. Simons asked to whom should the names be submitted to? Ms. Gerber-Winn said they should be submitted to Dale Ann Luzzi, who will compile the list to

be sent to the Director's office. Senator Wiener (Ret.) said she did not think the bylaws said clearly that the alternate members need to also represent the same category that the member is representing on the Task Force. The bylaws be updated to include the wording "Each Task Force member shall appoint a first and second alternate member. The alternate shall represent a member when that member is not present at a Task Force meeting. These alternates should be equally qualified in the category that they are representing on the Task Force". Ms. Simons asked Senator Hardy to restate his motion before a vote. Senator Hardy moved to accept the bylaws as written and add clarification on article four stating that the alternates names to be submitted thirty days after this meeting rather than thirty days after the appointment and that members need appoint someone who is in the same appointment category that represent the Task Force member. Also that clarification be made on the last paragraph of the bylaws that a quorum for voting is a majority of the member present at the meeting. Ms. Simons seconded the motion. Senator Wiener (Ret.) called for discussion. She asked if Senator Hardy would consider adding that under article eight rules of order that public comment be added at the beginning of the agenda before any action is taken. Both Senator Hardy and Ms. Simons agreed. Dr. Reed wanted to bring up one other point. Noting he was not sure if this is a bylaws issue or a procedural issue. As the Task Force is developing the state plan, he encourages including the voice of the community. Is there a mechanism for people who are living with Alzheimer's to contribute their voice and there perspective. Senator Hardy said this is valuable but it does not belong in the bylaws. The motion passed. Ms. Gerber-Winn said the bylaws would be amended as noted. The mission and vision statement will be drafted at future meeting.

V. Discussion, Nomination and Vote on Chair and Vice Chair (**For Possible Action**)
Tina Gerber-Winn, Deputy Administrator, ADSD

Ms. Gerber-Winn asked for nomination for the chair. Senator Hardy nominated Senator Valerie Wiener (Ret.) as chair. Ms. Simons seconded the motion. Seeing no other nomination, Ms. Gerber-Winn called for a vote. The motion passed. Ms. Gerber-Winn opened the nomination for vice chair. Ms. Simons nominated Dr. Peter Reed as vice chair since he has already gone through this process and he might save the committee some time. He also has a strong background in leadership roles. Dr. Jane Fisher seconded the nomination. Ms. Gerber-Winn called for a vote. The motion passed.

VI. Review and Discussion of the Current Plan and Suggestion of Actions Plan
<http://leg.state.nv.us/Interim/76th2011/Committee/StatCom/Alzheimers/Other/AlzheimersTaskForceStatePlan.pdf>

Tina Gerber-Winn, Deputy Administrator, ADSD

Ms. Gerber-Winn turned the meeting over to Senator Wiener (Ret.) as the newly elected chairperson. She thanked the Task Force for their vote of support to continue as chair of the Task Force. Ms. Gerber-Winn told the members that the intent of this agenda item was to review, answer any questions, and review action based on the current state plan. Senator Wiener (Ret.) gave the history of the document. The charge of the original Task Force was established in a

resolution sponsored by Assemblywomen Debbie Smith to create a state plan. From that, a Task Force was formed to develop the state plan, which can be found at the link above. The Task Force met five times. The final meeting in October 2013 approved the final plan. The original plan had more than 100 recommendations and at the final meeting the plan was approved was twenty recommendations. Assemblywoman April Mastroluca gave the Task Force a bill which created this Task Force. Senator Allison Copening gave two other bills to the Task Force. Senator Valerie Wiener (Ret.) used those to bills for respite care for families with early onset of Alzheimer's and to address the Advance Practitioners of Nursing. Casey Catlin, who was working on her doctoral degree, drafted the state plan quickly and this became her thesis. With that, Senator Valerie Wiener (Ret.) opened the discussion up to any questions from the Task Force members. Senator Hardy asked if there was a plan that he should be looking at or was it the link that is on the agenda. Senator Wiener told him that some members had printed copies of the plan and yes, the plan is on the link that is on the agenda. He then asked if the plan had 100 things or just the 20 things that could be accomplished. She told Senator Hardy that there are twenty recommendations in the plan and each one has indicators and funding opportunities tracking. He asked if it was possible to review that state plan and discuss the plan at the next meeting. She told him that it would be on the next agenda to discuss the plan in more detail as the members have an opportunity to review and process the plan. Senator Wiener (Ret.) told the committee that she would also have a progress report at the next meeting if there has been any action or movement on the recommendations since this became the state plan almost a year ago. Dr. Reed asked about the change of the Task Force and the structure. He first asked under the structure is the charge of the Task Force to look at each recommendation and develop an action plan. Then he asked with each of these what has been done to research where the collaboration already exists. Senator Wiener (Ret.) said that she would sit down with staff between now and the next meeting to get a status update on each one of the recommendations and have that ready to present to the Task Force. Senator Wiener (Ret.) asked the Task Force members as they spoke if they could please identify themselves for the record.

VII. Schedule Date of Next Meeting (For Possible Action)

Tina Gerber-Winn, Deputy Administrator, ADSD

The next meeting is for January 15 starting at 1:30. Senator Wiener (Ret.) reminded the Task Force members that they need to have their two alternate names to Dale Ann Luzzi by December 4th.

VIII. Consider Agenda Items for Next Meeting (For Possible Action)

Tina Gerber-Winn, Deputy Administrator, ADSD

- Reviewing the state plan
- Announcement of the alternates

- Getting input from persons living with Alzheimer's disease. Consider what types of mechanisms we might have in place in addition to the general public comments
- First report is due to the LCB Director and the Governor Sandoval on or before February 1, 2014 on the findings and recommendations

IX. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)
No public comment

X. **Adjournment**
The meeting adjourned at 1:37pm